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Approved For Release 2001/08/14 : CIA-RDP80-00773A000100050001-6

JUN 1979

MEMORANDUM FOR: Deputy Director for Administration

FROM: Harry E. Fitzwater
Director of Personnel

SUBJECT: Office of Personnel Report --
Week Ending 27 June 1979 (U)

1. Minority Recruitment:

25X1A

a. [REDACTED] arranged a minority recruitment luncheon on 25 June 1979 in Dallas, Texas to convey job opportunities to black candidates in the Dallas, Ft. Worth Metroplex. Representatives from the following organizations attended:

Dallas Minority Business Center; National Alliance of Business; Urban League; Black Chamber of Commerce; Black Station KNOK; Radio Station WFAA; Radio Station KKBA; Minority Womens Employment Program; Black staff members from the University of Texas at Arlington; Southern Methodist University; Texas Christian University; Editors of four black newspapers and members of the United Negro College Fund. (U)

25X1A

b. [REDACTED] reported that he had also invited Mr. Tony Davis, the owner of the Dallas Weekly, a black publication, but that he was not able to attend. Mr. Davis expressed his regrets, but stated that he would be having lunch with Vice-President Mondale. [REDACTED] stated that he then suggested to Mr. Davis that he might point out to the Vice-President our vigorous minority recruitment program and Mr. Davis stated that he would just do that. (U)

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2. College Recruiting: The College Placement Council states in its latest recruiting report that employees who provided comments to its survey confirmed that college recruiting has been highly competitive in the FY 1978/79 recruiting year. Competition for engineers has been intense and many respondents

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believe this level of demand will continue through next year. This competition for engineering students has been complicated by the dichotomy of competitively high salary offers and compliance with the President's wage/price guideline. Demand is also high for technical graduates, particularly those in computer sciences. Opportunities for business and accounting graduates appear good but, as the supply of candidates grows, companies will become more selective and will be primarily interested in the top students. Non-technical graduates may experience more limited opportunities than the more specialized degree recipients. In general, the employment market for this year's college graduate is improved. At every degree level for each of the disciplinary areas surveyed, employers reported increased hiring. In addition, half of the employers are expecting improved economic conditions for their organizations in the last half of 1979. (U)

3. Vacancy Notice: Vacancy Notices continue to be published at an ever increasing rate. Calendar Year 1978 saw publication of 439. To date in 1979, 385 have been published--almost 90% of the number published in all of 1978 with another six months to go. (U/AIUO)

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4. White House Fellows: [REDACTED] Office of Personnel, interviewed five White House Fellows on 21 June 1979. (U/AIUO)

5. Retirement Activity: The figures shown below depict the total retirement activity for the period from 1 May through 31 July 1979. The figures in the clear show totals. The figures in parenthesis represent persons who have opted for discontinued service or "involuntary" retirement. Thus of 120 persons to depart by 31 July 1979, 34 are going under the "liberal" options.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>TOTAL</u>
Retired	22 (4)	18 (3)	40 (7)
Signed to go	32 (16)	48 (11)	80 (27)
Total	54 (20)	66 (14)	120 (34) (U/AIUO)

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6. Foreign Service Act: [REDACTED] attended the hearing on the Foreign Service Act of 1979 that was held jointly by the House Foreign Affairs Subcommittee on International Operations and the House Post Office Subcommittee on Civil Service on 21 June 1979. (U/AIUO)

7. Legislation: The following proposed legislation was reviewed:

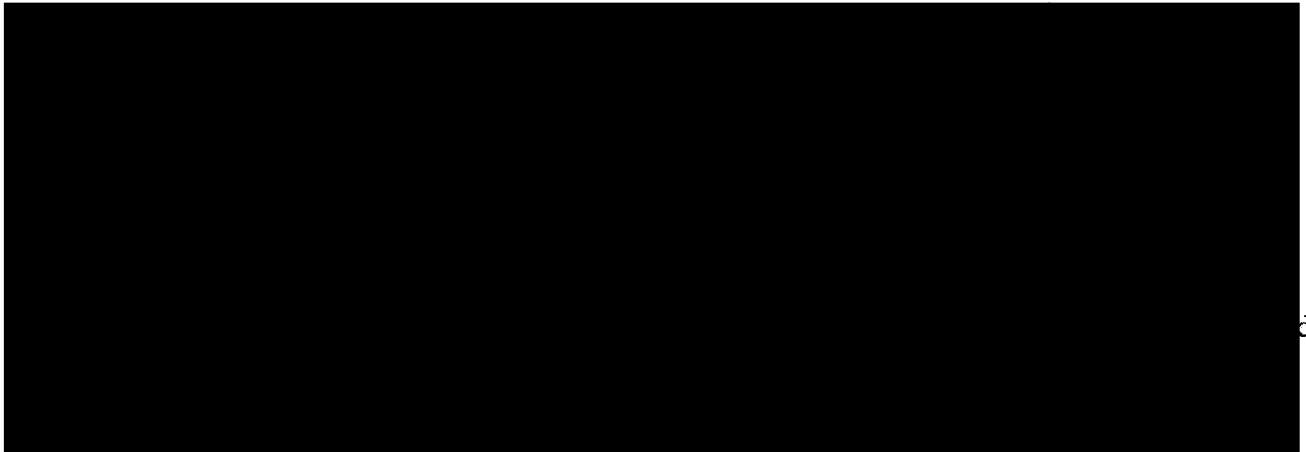
a. Military Personnel and Civilian Employees Claims Act of 1964 which would increase the limit on Government payments for losses or damage of personal property incident to federal service from \$15,000 to \$25,000 and remove the monetary limitation altogether in case of certain emergency situations that result in the evacuation of employees at overseas locations.

b. The proposed National Intelligence Act - Charter Legislation.

c. S. 1252, The Federal Government Productivity Data Act, proposing to improve the reporting on productivity in the Federal Government. (U/AIUO)

8. Performance Appraisal Training: We met with Office of Training Management School and Instructional Technology Division personnel to define roles and responsibilities for upcoming performance appraisal training and to discuss objectives and contents of elements of the program. (U/AIUO)

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10. New Dance Class: The Employee Activity Association's new Aerobic Action Dance Class began on 25 June 1979 for twice-a-week sessions for five weeks. This class has the approval of the YMCA. Ten women signed up for the initial series. (U)

11. Suggestion Box: No suggestions were received this week. The total number of suggestions received since the program began on 15 June 1977 is 71. (U)

12. Rehired Annuitants: See attached report. (S)

COMING EVENTS

(1) We plan to:

a. Deliver copies of Performance Appraisal Handbook to test audience and discuss with them the purpose of the test and what we expect from them. (U/AIUO)

b. Continue work on the performance appraisal training program.

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(2) [REDACTED] will attend the tenth annual Classification and Compensation Society Conference on 28 and 29 June 1979 when subjects vital to the Senior Executive Service development will be discussed. (U/AIUO)

(3) The previously postponed Skills Session--Insurance and Personal Affairs Branches--will be held on 18 July 1979 from 0930 - 1130 in Room GA-13, Headquarters building. (U/AIUO)

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[REDACTED]
Harry E. Fitzwater

Att

Distribution:

Orig & 2 - Adse
1 - DD/OP/SP
1 - DD/OP/R&P (w/o att)
1 - DD/OP/P&C (w/o att)
1 - C/SAS/OP (w/o att)
1 - OP/CMO (w/o att)
1 - D/OP Subj File

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EA/OD/Pers/[REDACTED]:kav
28 Jun 79

26 June 1979

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (20 to 26 June 1979) (U)

1. The following rehired civilian annuitant case was processed as a new hire:

DDS&T

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[REDACTED]

- Contract Employee
OSO, effective 12 June 1979 (U)

2. The following rehired civilian annuitant cases were approved for extension:

DDO

25X1A

[REDACTED]

- Independent Contractor,
EA Division, one-year
extension (S)

- Independent Contractor,
DCD, one-year extension (S)

DCI

- Independent Contractor
DCI, two month extension (U)

- Independent Contractor
DCI, two month extension (U)

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[REDACTED]

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